



The Tree Removal Permit application requirements listed below are typically the minimum required to adequately evaluate your application. In some cases, where the project scope or site conditions warrant, the City may waive some items or request further clarification of proposed tree removal or site improvements. Public notice is required for the removal of 10 trees or more. For further information, please contact Land Use staff at 541-682-8336 or landuseinfo@ci.eugene.or.us.

Application Requirements

- ☐ Tree Removal Permit Application.
- ☐ Tree Removal Permit Checklist.
- ☐ Written response to the applicable tree removal permit criteria:
 - ☐ Administrative Order Section R-6.305-E; or
 - ☐ Eugene Code Chapter 6.320(1) for diseased, dying, and unsafe trees.
- ☐ A site plan (2 copies), drawn to scale, showing the following:
 - ☐ Property lines;
 - ☐ Existing and proposed structures (buildings, driveways, walkways, utility lines, etc.);
 - ☐ Location, species, and size of all existing significant trees (8" d.b.h.* or greater); and
 - ☐ All trees to be removed.
- ☐ An arborist's report, prepared by an arborist certified by the International Society of Arboriculture, for diseased, dying, and unsafe trees:
 - ☐ For diseased or dying trees: A tree evaluation with the condition of the trees to be removed.
 - ☐ For unsafe trees: Use the Tree Hazard Evaluation Form.
- ☐ Application fee.

When removing 10 or more trees the following items are also required:

- ☐ Vicinity map showing project location (may be schematic and/or included on site plan).
- ☐ Tree preservation and removal plan (2 copies), drawn to scale, showing the following:
 - ☐ Surveyed location, species, & size of all significant trees (8" d.b.h.* or greater). (For forested areas located away from development, the City may modify survey requirements.);
 - ☐ Significant trees to be removed and preserved, identify by a number corresponding to a list;
 - ☐ Location of the CRZ** of significant trees to be preserved. For stands of trees undisturbed by development, only the outermost extent of the CRZ is required to be shown;
 - ☐ Location of access roads and skid paths, and the direction of felling for trees to be removed; and
 - ☐ Location and description of any proposed tree protection measures, based on arborist's report.
- ☐ An arborist's report, prepared by an arborist certified by the International Society of Arboriculture, containing recommendations on measures to protect trees to be preserved, such as protective fencing.
- ☐ For any proposed replacement trees:
 - ☐ Location, species, size, & spacing of any proposed replacement trees;
 - ☐ Description and details of replacement tree installation and maintenance measures; and
 - ☐ Any other measures proposed to mitigate effects of tree removal activities.

* d.b.h. = diameter breast height, is generally the diameter of a tree trunk or, where more than one trunk, the total diameter of all trunks, measured at 4.5 feet above existing grade (from City of Eugene Code EC 6.300).

** CRZ = Critical Root Zone, is generally the root area surrounding a tree trunk, having a radius of 1.5 times the d.b.h. of the trunk(s) (e.g. the CRZ of 16" d.b.h. tree = 16 x 1.5 = 24-foot radius)

Note: This document should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this document.

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